



NATF 496 04
(Relates to SOP No. NATS COL 040)

VENUE LAYOUT REVIEW

This NATF is an official request to a permanent change to a venue layout. To be completed by Lead Nurse on Session			
Date	10 NOV 2022	Session	NEWPORT
Venue Name	BLYTH HALL	Venue Code	DUNWP
Lead Nurse	[REDACTED]	Signature	[REDACTED]

Outline reason(s) for permanent change to layout (tick as relevant)	
	tick
Poor Donor Flow	
Space between dedicated areas too tight for attendance numbers	
Number of beds too tight for space	
Confidentiality compromised	
Permanent alteration to venue internal structure	
Permanent alteration to available space (please detail in box below)	
Other (please specify)	✓

Outline change(s) required / proposed as listed above
CHANGE OF LAYOUT FOR ON SESSION DIGITAL REDESIGN.

Changes to Parking / Access	
Please detail what changes are required to be logged for Parking or Access purposes and why?	
LORRY UNLOADED OUTSIDE HALL, BUT THEN MOVED TO END OF STREET DURING SESSION	
Is change to Parking/Access temporary?	YES/NO
If yes detail time period	N/A 10 NOV 2022



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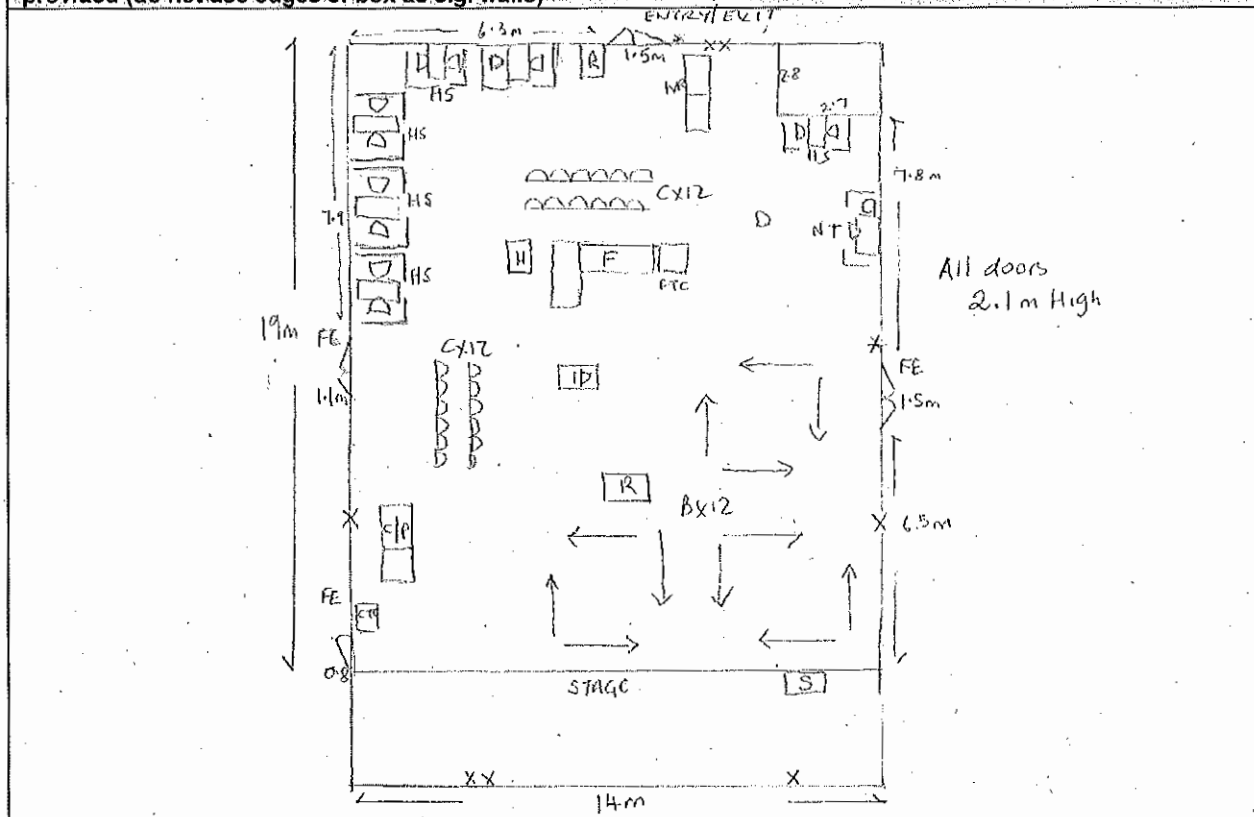


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Entry/exit for equipment	E	Kitchen	K	Arrow Head = Donor Head
Single Electrical socket	X	Pre Hydration	H	Bed x2 Head to Head
Fire Exits	FE	Registration Set – (Laptop/Table/Printer)	RS	
Fire Extinguisher – Black (CO2)	FEB	Health Screen (Privacy Booth)	HS (PB)	
Fire Extinguisher – Red(water)	FER	Windows	W	Bed Mirror
Heating Thermostat	H	Feeder Table	F	
Drinking Water	DW	Beds (see diagram)	B	
Light Switches	L	Completion/Packing Table	C/P	Bed x4 Head to Head
Rest Bed	RB	Completion Table Cage	CTC	
Milk Trolley	MT	Nurses Table	NT	
Refreshments	R	ID Table	ID	
Server	S	Chairs – Advise number of chairs & rows (e.g. C12/R4)	C	
POD	P	Feeder Table Cage	FTC	

Recommended number of beds	12	Recommended maximum beds for venue	12	Recommended number of Booths	6
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Diagram of Revised Session Layout - please ensure proposed diagram is drawn separately within the space provided (do not use edges of box as e.g. walls)





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TO BE COMPLETED BY PLANNING TEAM					
Layout redrafted in CAD software	YES/NO	If no, give reasons and outline of changes made below			
W/A 12/1/2023					
New draft layout updated in Planning Database	Initial		Date	12/1/2023	New Layout attached YES/NO
Signature			Date	12/1/2023	
Designation	PLANNING OFFICER		Head of Planning (sign)		